

727012/19/05

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

Revised

TITLE: UTILITIES POWER PLANNING/MARKETING MANAGER

DEFINITION

Under direction, to plan, direct, supervise, and review the planning, development, identification, and management of resources; to provide professional and technical staff assistance; and to do related work as assigned.

DISTINGUISHING CHARACTERISTICS

This position requires a broad base of knowledge and experience in the utility industry including resource planning, operations, data analysis, risk management, and supervision capabilities. The position also requires the ability to develop business relationships with outside parties including private and public utilities, marketing/trading firms, power brokers, and regulatory agencies.

REPORTS TO: Utilities Assistant Director/Finance and Resources

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Utilities Assistant Director/Finance and Resources. Exercises general supervision over professional, technical, and clerical staff.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Participate in the development and implementation of goals, standards, objectives, policies, and procedures.
- Evaluate potential opportunities for power supply acquisition and power project participation; negotiate contracts with various western utilities to fill power supply requirements and to resolve power supply issues.
- Supervise and participate in negotiation, development, and administration of contractual arrangements for electric resources.
- Represent the City in negotiating and administering joint power resource development projects, regional transmission and power generating projects, and various other local and regional committees.
- Plan, supervise, and review activities related to the planning, selection, acquisition, development, and management of resources.
- Evaluate resource needs to meet forecasted loads and load patterns and perform technical and economic analysis of resource options.
- Perform modeling, analysis, and growth forecasting of city load patterns and resource utilization; identify factors affecting city loads and related impacts upon load growth.
- Obtain and evaluate preliminary and official market survey data and potential opportunities for power supply acquisition and power project participation.
- Prepare and supervise preparation of technical and administrative reports and recommendations including the annual long-range power supply plan (integrated resource plan) and reports to regulatory bodies.
- Serve as departmental representative on and to City and project committees, power agencies, and industry associations.

- Interpret and evaluate economic analyses, planning data, and study results in the implementation of recommendations.
- Supervise the preparation of reports and graphic displays for use in presentation of study results and recommendations to the Utilities Board and City Council.
- Develop and manage the Power Supply Capital Improvement Program.
- Supervise and coordinate selection of professional consultants and their activities related to resource activities.
- Select, supervise, train, and evaluate professional, technical, and clerical staff.
- Manage the development and maintenance of forward wholesale market information systems including price and fundamental information effecting the projection of market trends.
- Develop and implement procedures to effectively carry out optimization the City's resource, transmission, and load portfolio within acceptable risk and policy standards of the City.
- Manage and supervise the development and implementation of forward strategies to enhance and optimize the City's positions in the market in a fiscally responsible manner.
- Responsible for the development of the annual Power Resources budget and long-term power cost forecasts, integrated into the Riverside Public Utilities financial plan.
- Travel on a regular basis, as required, to develop and maintain counter-party relationships.
- Prepare for senior management periodic reports of transaction performance and market conditions.
- Develop relationships with other parties participating in the wholesale power trading market to enhance the City's ability to function in the market place.

QUALIFICATIONS

Knowledge of:

- Principles and practices of power pooling, control area operations, and energy interchange.
- Contract negotiation techniques and strategies.
- Knowledge of contract law and Federal and State utility regulations.
- Principles of scheduling and dispatching of power and water resources and systems.
- Engineering economics and utility financing practices.
- Principles and practices of organization, administration, budget, personnel management, risk management, and computer applications.
- High level of competency in mathematics, finance, economics, and/or statistical methods.
- General knowledge in financial trading strategies and processes, especially as related to the electricity markets.
- Advanced knowledge of power system planning and/or operations with specific knowledge of the California Independent System Operator (CA-ISO) and California Power Exchange (CA-PX) roles in the marketplace.
- Knowledge of personnel computer application programs and data analysis.

- Knowledge of general trading structures such as swaps, basis trades, options, index priced, spreads, straddles, collars, caps, fences, or other types.

Ability to:

- Plan, schedule, and coordinate resource planning, trading, and management activities involving staff, other Utilities, and other city departments, divisions or sections.
- Evaluate resource needs to meet forecast loads.
- Represent the City and department on committees/boards created to administer joint power projects.
- Perform technical and economic analysis of resource options.
- Identify and evaluate potential opportunities for resource acquisition.
- Negotiate, coordinate, and administer contractual arrangements with other utilities and resolve issues.
- Communicate clearly and concisely, orally and in writing.
- Establish and maintain effective working relationships with representatives of other utilities.
- Select, supervise, train, and evaluate professional, technical, and clerical subordinates.
- Apply principles of finance, mathematics, and statistics to evaluate risk / reward relationships pertaining to wholesale power trading; determine the most appropriate strategy for a given situation; identify risk exposure and act accordingly to remain within approved risk management trading limits.
- Serve on intra and inter organizational committees, teams, and task forces related to the Power Industry.
- Understand general operating procedures as defined by the WSCC, NERC, and CA-ISO.
- Direct the implementation of trading and marketing strategies to optimize the City's ability to deliver power utilizing the City's transmission in a variety of market areas capturing displacement, swaps, and arbitrage opportunities.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to a Bachelor's degree from an accredited college or university with major course work in finance, statistics, business, engineering, economics, or other field considered appropriate. Up to four years of the education requirements may be substituted with relevant experience on a year for year basis. Specific skills, knowledge, and abilities in power trading or marketing, resource scheduling, or resource analysis and planning are desired.

Experience: Five to seven years of progressively responsible supervisory and administrative experience in public utilities resource management, contract administration and public utilities resource planning, development, project administration or consulting.

MEDICAL CATEGORY: Group 1

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Utilities Power Planning/Marketing Manager

TO: Utilities Assistant Director/Finance and Resources